

## **BOARD MEETING MINUTES**

### **MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES**

August 16, 2012

The Mississippi Department of Information Technology Services Board met in the Board Room of the ITS Office Building, 3771 Eastwood Drive, Jackson, Mississippi 39211, on Thursday, August 16, 2012, at 11:00 a.m.

#### **Members Present:**

Rodney Pearson, Vice-Chairman

Lynn C Patrick

Thomas A. Wicker

#### **Members Not Present:**

Derek Gibbs, Chairman

John Hairston

#### **Legislative Advisors Present:**

Senator Sampson Jackson, II

Representative Gary V. Staples

#### **Staff Members Present:**

Craig Orgeron, ITS Executive Director

Michele Blocker, Chief Administrative Officer

Lynn Ainsworth, Information Systems Services (ISS) Division Director

Jimmy Webster, Strategic Services Division Director

Donna Nead Rogers, Special Assistant Attorney General

Jay White, Information Security Division Director

Laura Pentecost, Data Services Division Director

Roger Graves, Telecomm Services Division Director

David Johnson, Internal Services Division Director

Tina Wilkins, ISS Technology Consultant

Tangela Harrion, ISS Technology Consultant

Teresa Washington, ISS Technology Consultant

Stephen Houston, ISS Technology Consultant

Gary LeBlanc, ISS Technology Consultant

Donna Hamilton, ISS Technology Consultant

Renee Murray, ISS Technology Consultant

Leslie Swilley, Internal Services Division

Gina Sullivan, Internal Services Division

Caren Brister, Strategic Services Division

Ravaughn Robinson, Strategic Services Division

Susan McClain, Strategic Services Division

Others Present:

Clay Johnston, Mississippi Department of Public Safety

Major Jennings, Mississippi Department of Public Safety

Claudia Garrett, Mississippi Department of Public Safety

Luke McAlpin, Mississippi Department of Public Safety

Tony Lawler, Mississippi Department of Revenue

John Younger, Mississippi Insurance Department

Lee Anne Robinson, Mississippi Insurance Department

Liz Barnett, Mississippi Insurance Department

Becky Thompson, Mississippi Department of Finance and Administration

Cille Litchfield, Mississippi Department of Finance and Administration

David Pitcock, Mississippi Department of Finance and Administration

James White, Mississippi Department of Finance and Administration

Julie Smith, University of Mississippi Medical Center

Michael Davis, University of Mississippi Medical Center

Tom Smith, University of Mississippi Medical Center

Heath Hillman, Mississippi Secretary of State's Office

Charlie Case, Mississippi Secretary of State's Office

Kim Turner, Mississippi Secretary of State's Office

Renea Haycraft, Mississippi Secretary of State's Office

Tommy Jameson, Mississippi Department of Employment Security

Muhammad Jilaluddin, Mississippi Department of Employment Security

Vicki Helfrich, Mississippi Wireless Communications Commission

Joseph Songy, Mississippi Office of the Governor

John Sullivan, GPAC/Presidio

Douglas Autin, Presidio

David White, SAP

Karen Newman, The Clay Firm

Kris Gautier, AT&T

Jason Cox, IBM

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Rodney Pearson called the meeting to order, and introduced Gina Sullivan to lead the Pledge of Allegiance to the United States Flag. Gina Sullivan led the audience in the Pledge of Allegiance. Guests introduced themselves.

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Agenda Item No. 1: Rodney Pearson directed the Board's attention to the first agenda item, approval of the minutes from the ITS Board Meeting on July 19, 2012.

On motion by Lynn Patrick and second by Tom Wicker that the minutes of the July 19, 2012 meeting be approved as written:

Motion carried; unanimously.

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Agenda Item No. 2: Renée Murray, Clay Johnston, MDPS MIS Director, and Tony Lawler, DOR Director of the Office of Property Tax, and John Younger, MID Special Projects, presented an overview and request to issue RFP No. 3695-39947 for the acquisition of a statewide uninsured motorist management system for the **MISSISSIPPI DEPARTMENT OF PUBLIC SAFETY (MDPS)** in cooperation with the **COMMISSIONER OF INSURANCE** and the **DEPARTMENT OF REVENUE (DOR)**. The staffs of ITS, the Mississippi Insurance Department (MID), and DOR jointly request approval to advertise and publish RFP No. 3695-39947 for the acquisition a statewide uninsured motorist management system for the

**MISSISSIPPI DEPARTMENT OF PUBLIC SAFETY (MDPS)** in cooperation with the **COMMISSIONER OF INSURANCE** and the **DEPARTMENT OF REVENUE (DOR)**.

On motion by Tom Wicker and second by Lynn Patrick that the staff recommendation be approved:

Motion carried; unanimously.

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Agenda Item No. 3: Donna Hamilton and Becky Thompson, MAGIC Project Director, presented an overview and request to issue RFP No. 3696-39704 for the upgrade of the IBM Mainframe to the z196-700 series for the **MISSISSIPPI DEPARTMENT OF FINANCE AND ADMINISTRATION (DFA)**. The staffs of ITS and DFA jointly request approval to advertise and publish RFP No. 3696-39704 for the upgrade of the IBM Mainframe to the z196-700 series for the **MISSISSIPPI DEPARTMENT OF FINANCE AND ADMINISTRATION (DFA)**.

On motion by Lynn Patrick and second by Tom Wicker that the staff recommendation be approved:

Motion carried; unanimously.

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Agenda Item No. 4: Donna Hamilton and Becky Thompson, MAGIC Project Director, presented the recommendation for RFP No. 3659-39704 for Change Orders to the Agreements with Mainline and IBM, to resize the MAGIC infrastructure for the **MISSISSIPPI DEPARTMENT OF FINANCE AND ADMINISTRATION (DFA)**. The staffs of ITS and DFA jointly recommend the approval of a Change Order Request with Mainline Information Systems, Inc. in the amount of \$2,059,270.93 to upgrade the MAGIC infrastructure. With this Change Order, the revised total lifecycle cost of this contract is \$4,416,508.76.

On motion by Tom Wicker and second by Lynn Patrick that the staff recommendation be approved:

Motion carried; unanimously.

The staffs of ITS and DFA jointly recommend the approval of a Change Order Request with IBM in the amount of \$578,067.05 to purchase additional licenses for SAP Solution Edition. With this Change Order, the revised total lifecycle cost of this contract is \$1,063,287.05.

On motion by Lynn Patrick and second by Tom Wicker that the staff recommendation be approved:

Motion carried; unanimously.

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Agenda Item No. 5: Stephen Houston, Lee Anne Robinson, Administrative Services Director, and Liz Barnett, Staff Officer III, presented the recommendation for RFP No. 3654-40026 for a Change Order to the Professional Services Agreement with Vimo, Inc. D/B/A GetInsure.com to add additional features to the Health Insurance Premium Review Website and extend the agreement through June 30, 2013, for the **MISSISSIPPI INSURANCE DEPARTMENT (MID)**. The staffs of ITS and MID jointly recommend approval of this Change Order Request in the amount of \$170,960.00, to provide additional work on MID's Health Insurance Premium Review Website and extend the Professional Services Agreement through June 30, 2013. With this Change Order, the revised total lifecycle cost of this project is not to exceed \$650,320.00.

On motion by Tom Wicker and second by Lynn Patrick that the staff recommendation be approved:

Motion carried; unanimously.

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Agenda Item No. 6: Teresa Washington and Clay Johnston, MIS Director, presented the recommendation for Project Numbers 40034 and 40035, requesting approval for the sole-source acquisition of services to implement Birth Record Verification and Verification of Lawful Status/Passport systems from the American Association of Motor Vehicle Administration (AAMVA) for the **MISSISSIPPI DEPARTMENT OF PUBLIC SAFETY (MDPS)**. The staffs of ITS and MDPS jointly recommend AAMVA as the sole-source provider of Birth Record Verification and Verification of Lawful Status/Passport systems at a total 3-year lifecycle cost of \$2,280,244.00.

On motion by Tom Wicker and second by Lynn Patrick that the staff recommendation be approved:

Motion carried; unanimously.

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Agenda Item No. 7: Gary LeBlanc, Julie Smith, UMMC Chief Operating Officer, and Michael Davis, Director of IT Contract Administration, presented the recommendation for RFP No. 3441-39969 for the renewal and upgrade of the current Kronos time and attendance system for the **UNIVERSITY OF MISSISSIPPI MEDICAL CENTER (UMMC)**. The staffs of ITS and UMMC jointly recommend the continuation of services from Kronos Incorporated of the current Kronos time, attendance, and scheduling system at a total 5-year lifecycle cost of \$2,248,253.20, which includes the cost of an upgrade from version 6.0 to version 6.3, and services, training, and support for the current seven product modules. The 5-year life cycle cost also includes two new modules, installation, training, and support to be purchased sometime during the 5-year contract term.

On motion by Lynn Patrick and second by Tom Wicker that the staff recommendation be approved:

Motion carried; unanimously.

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Agenda Item No. 8: Stephen Houston, Heath Hillman, Assistant Secretary of State, and Charlie Case, Chief Information Officer, presented Project 39996, requesting approval for an increase to the initial exemption request for support and enhancements to the Statewide Election Management System (SEMS) for the **MISSISSIPPI SECRETARY OF STATE (MSOS)**. The staffs of ITS and MSOS jointly recommend approval of this \$1,928,974.20 increase to the original exemption request, for a revised not to exceed total estimated lifecycle cost of \$4,458,512.20.

On motion by Tom Wicker and second by Lynn Patrick that the staff recommendation be approved:

Motion carried; unanimously.

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Agenda Item No. 9: Tangela Harrion and Jimmy Webster presented the recommendation for RFP No. 3572-40053 for the continuation of the Agreement with Systems IT, Inc. for the acquisition of a local training provider and facility for the **MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES (ITS) ITS Institute**. The staff of ITS recommends approval of the continuation of this Agreement with Systems IT, Inc. through December 31, 2015, in an amount not to exceed \$1,950,000.00 for a local training provider and facility. With this continuation, the revised total 5-year lifecycle cost of this project is not to exceed \$2,400,000.00.



On motion by Lynn Patrick and second by Tom Wicker that the staff recommendation be approved:

Motion carried; unanimously.

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Agenda Item No. 10: Vicki Helfrich, WCC Executive Officer, presented a status of the LTE grant suspension and requirement from the MS Legislature for a Business Plan.

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The Board acknowledged Agenda Item No. 11 regarding the summary of equipment, software and services, exemptions and sole source procurements approved by the ITS Executive Director.

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The Board discussed Agenda Item No. 12 regarding verification of quorum for next ITS Board Meeting scheduled for Thursday, September 20, 2012.

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On motion by Tom Wicker and second by Lynn Patrick that the following per diem and expenses be approved:

Lynn Patrick - per diem and expenses for 1 day;

Board Meeting, August 16, 2012.

Rodney Pearson - per diem and expenses for 1 day;

Board Meeting, August 16, 2012.

Tom Wicker - per diem and expenses for 1 day;

Board Meeting, August 16, 2012.

Motion carried; unanimously.

There being no further business, the meeting was adjourned by Rodney Pearson.

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Derek Gibbs, Chairman

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Rodney Pearson, Vice-Chairman